

Gutter Clearance Report

A gutter clearance report with before and after photos: access method, each elevation's length and blockage, downpipes flushed, defects found, recommendations and the customer's signature.

1. Job

Project

Client

Site *

Site address

Property location

Mark it at the front of the property, as a record of the visit. Tap Mark current location on site. It saves the coordinates, a grid reference and the accuracy.

Date *

Time

Operative *

Access * (tick all that apply)

☐ Gutter vacuum from the ground ☐ Ladder ☐ Tower ☐ MEWP ☐ Roof access

If applicable: HSE: avoid work at height where it is reasonably practicable, and do as much of the work as possible from the ground. Where it cannot be avoided, use the right equipment. Use ladders only for light work of short duration (HSE says a maximum of 30 minutes at a time), and do not rest a ladder against weak surfaces such as plastic gutters.

Weather capture

Digital form: use Record current conditions. On paper, record date/time, temperature (°C), wind (mph and direction), conditions and source. Keep observed conditions separate from forecast estimates.

2. Gutters

Elevations or runs (copy this block for each one)

Elevation or run (for example front, rear, garage) *

Length (m)

Height to the gutter (m)

Measure from a square-on photo of the elevation with the front door as the reference, to plan access and price the next visit. Measuring from a photo gives an estimate.

Blockage (choose one)

☐ Clear ☐ Partly blocked ☐ Fully blocked

Before photos (photos: attach, or note the file names)**After photos** (photos: attach, or note the file names)**Downpipes flushed and running?**

☐ Yes ☐ No

Damage found on this run

Total gutter cleared (m) (worked out automatically in the app)

Runs fully blocked (worked out automatically in the app)

Runs cleared (worked out automatically in the app)

Runs partly blocked (worked out automatically in the app)

Runs where the downpipes did not run clear (worked out automatically in the app)

Highest gutter (m) (worked out automatically in the app)

Defects found (tick all that apply)

- ☐ Leaking joints
- ☐ Sagging or broken brackets
- ☐ Cracked sections
- ☐ Plants growing
- ☐ Fascia or soffit damage
- ☐ Overflowing downpipe
- ☐ None found

Defects to fix (copy this block for each one; if applicable)**Defect and where ***

Photos (photos: attach, or note the file names)

Priority (choose one)

☐ Urgent ☐ High ☐ Medium ☐ Low

Recommendations and quote

Recommended next clearance

Set from the build-up found and nearby trees.

Walk Cam: gutter condition visual inspection

Walk Cam video walk-through: available in the SiteSurvey app only.

3. Sign-off

Customer name

Customer signature

Completed by *

Signature